Bureau of Fire Accreditation, Standards and Training
Contractor Pay Documentation

Course: _____ **Dates:** _____

Contractor: _____ **PVN:** _____

Hours   Rates: Labor = $18/hr   AFSC FSI I = $30/hr   AFSC FSI II = $35/hr   AFSC FSI III = $40/hr   Certifying Officer = $30/hr

Course #	Date	Start	Stop	# of Hours	Explanation	Rate	Amount

Totals $ -

$	-
Fee (Contractor Pay)	
$	-
Meals	
$	-
Lodging	
$	-
Mileage	
$	-
Other	

Travel

Per Diem Rates
Please note that per diem is only payable on trips 50 miles from your residence where you are in travel status for at least 12 hours (AAM 60.020). The amounts are as follows:

First/Last Day of Travel - $45

Full Day - $60

Breakfast - $12

Lunch - $16

Dinner - $32

Date	Time	Explanation (For meal calculation purposes list departure & arrival times.)	Mileage		Per Diem		Other
			miles	X .58	Meals	Lodging	
Totals				$ -	$ -	$ -	$ -

Did travel deviate from original itinerary?   Yes ☐   No ☐   (if yes, complete the section below.)

Reason for itinerary change: _____

Original itinerary dates and times   **Revised itinerary dates and times**

_____   _____   _____   _____
Date: Time   Date: Time

For mileage reimbursement, please provide ONE of the following:

To:
St. Address: _____

☐ **A.** Address to/from test site   *City:* _____ *State:* _____ *Zip:* _____
     OR
☐ **B.** Google Map (attached w/ pay document)

From:
St. Address: _____

City: _____ *State:* _____ *Zip:* _____

Approvals

The below signatures do hereby certify that the above information is a true and accurate account of the hours spent, the rate of pay, and the total amount due the contractor from the Bureau of Fire Accreditation, Standards and Training.

Contractor _____ **Date** _____   **BFAST Authorization** _____ **Date** _____